

**FYI****R E C E I V E D****ACTON PLANNING BOARD****MAR 17 2010****Minutes of Meeting****TOWN CLERK, ACTON****March 2, 2010****Public Safety Facility Building, Room EOC**

Planning Board members Mr. Ryan Bettez (Chairman), Mr. Jeff Clymer (Vice), Mr. Roland Bourdon, Ms. Margaret Woolley-Busse, associate members Ms. Kim Montella and Mr. Derrick Chin attended. Also present was Planning Director, Mr. Roland Bartl and Planning Board Secretary, Ms. Kim DelNigro.

Absent was Mr. Greg Niemyski, Mr. Ray Yacouby (Clerk) and Ms. Leigh Davis-Honn.

Meeting was called to order at 7:04 PM.

I. Citizens Concerns

None raised.

II. Citizens Planner Training Collaborative (UMASS) – 1st Planning Workshop

Mrs. Patricia A. Cantor, of Kopelman & Paige, P. C. was the presenter for the Citizens Planner Training Collaborative which is a cooperative program of UMass Amherst Extension.

The 1st Planning Workshop is to discuss the Roles and Responsibilities of Planning Board and Zoning Board of Appeals. Mrs. Cantor stated that she is a land use/zoning attorney and works with and represents municipalities.

Her CTPC presentation reviewed information on local officials' roles regarding administration, voting and hearings; what the roles are for the Planning and Zoning Boards; their Sources of Support; Conduct: Conflict of Interest, Open Meeting, and Public Records.

Board members thanked Mrs. Cantor for her time and effort on her presentation.

Ms. Margaret Woolley-Busse left the meeting at 9:30pm.

Mr. Bettez appointed Ms. Montella and Mr. Chin to sit as full voting members for the purpose of the remainder of tonight's matters.

III. Consent Agenda

Consent Item A. Minutes of 2/2/10 and Consent Item B. Dakota Drive –Vote on bond Calculation, Mr. Bourdon moved to approve the consent agenda; Mr. Clymer 2nd, all in favor.

IV. Reports

CPC: Mr. Bourdon reported the committee will be finalizing their deliberations this coming Thursday's meeting for recommendations for Town Meeting.

Open Space: Mr. Clymer stated their discussion was regarding the Caouette Land. There will be a site walk on Caouette/Simeone land site visit on March 13, 2010 at 9:00 AM at 90 Martin Street.

CCPC: Mr. Bettez reported that there are more individuals interested and they are interviewing.

DRB: Ms. Montella and Mr. Bettez reported they have meet with Mr. Chris Starr regarding the Meineke Building. They discussed the property and offered him some ideas.

V. Zoning Articles – Final Review; Vote Recommendations; Assignments

Board members discussed and reviewed the draft zoning articles.

Article ZB) Special Event Signs: Mr. Bartl stated he has incorporated Ms. Isabelle Choate's comments. Board members had no changes

Article ZC) Flood Plain District: Mr. Bartl emphasized the federal standards that must be met. The updates are necessary in order to maintain Acton's eligibility in the National Flood Insurance Program (NFIP). Loss of NFIP eligibility would mean the loss of flood insurance subsidies to home and properties and could bar the Town access to FEMA flood disaster mitigation funding. Mr. Bartl stated Town Counsel had reviewed and supplied recommendations. Board members had no changes.

Mr. Bourdon moved to recommend to the Board if Selectmen to consider Article ZB and Article ZC, for the Zoning Bylaw amendments, Mr. Clymer 2nd; all in favor.

Mr. Bourdon moved to recommend Article ZB and Article ZC to Town Meeting, Mr. Bettez 2nd; all in favor

Mr. Bartl has asked the Board members to email him on who will move the article and present at Town Meeting.

VI. Review/Discussion of Proposed Acton Bylaw Chapter U – Barry Rosen

Mr. Barry Rosen explained the Water Resources Advisory Committee (WRAC) had been asked by the Board of Selectmen (BOS) to draft and propose a bylaw that is necessary for the Town to obtain a renewal of its National Pollutant Discharge Elimination System (NPDES) storm water permit from Environmental Protection Act (EPA). A decision was made to submit two separate bylaws. The first Chapter U will deal with allowed discharges to the Town's Municipal Separate Storm Sewer System (MS4) and the required enforcement. The Board of Health will be responsible enforcement agency. The second bylaw will deal with pre and post construction discharges to the MS4. Mr. Rosen stated they would like to bring the proposed Chapter U bylaw to Town Meeting this April. Mr. Rosen stated to finalizing the proposal, they are seeking comments and suggestions from boards and committees.

Board members agreed to recommend to the Board of Selectmen.

The Board members thanked Mr. Rosen for his time and effort on his presentation.

Motion was made to close the meeting, 2nd; all in favor; meeting adjourned at about 10:40 PM.